

COMMUNITY TRANSPORT SOUTH LAKELAND

(A Company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2010

Charity number: 1105221
Company number: 5122372



COMMUNITY TRANSPORT SOUTH LAKELAND

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COMMUNITY TRANSPORT SOUTH LAKELAND

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2010

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2010

Reference and Administrative Details

Charity number	1105221
Company number	5122372
Registered Office	Stricklandgate House 92 Stricklandgate Kendal Cumbria LA9 4PU

Bankers	Yorkshire Bank 7 Stricklandgate Kendal Cumbria LA9 4NB
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Solicitors	None appointed
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Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees

The trustees in office during the year were as follows

Chairman	J D Train
Honorary Treasurer and Secretary	P Smith
Elected Trustees	J Phillips F Hodson M Leftwich

COMMUNITY TRANSPORT SOUTH LAKELAND

Structure, Governance and Management

Governing Document

Community Transport South Lakeland is a company limited by guarantee, governed by its Memorandum and Articles of Association (dated 7th May 2004), being formerly an unincorporated charity. It is registered as a charity with the Charity Commission. The liability of each member in the event of winding up shall not exceed £1. On 1st November, 2004, the charity took over the operations of the unincorporated charity Community Transport South Lakeland (Charity No. 1043704). All funds and assets were transferred at this date to the limited company.

Recruitment and Appointment of Trustees

As set out in the Articles of Association the Chair of the Trustees and the Treasurer are nominated by the Management Committee. Officers must serve for one year and may offer themselves for reappointment. All members are entitled to nominate themselves for appointment as a trustee.

Trustee Induction and Training

Newly appointed trustees are shown around the premises to brief them on the activities of the charity and to inform them of their legal obligations under both Charity and Company Law.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Objectives and Activities

The objects of the charity are to provide a community transport service for such of the inhabitants of South Lakeland and its neighbourhood who are in need of such a service because of age, sickness or disability (mental or physical), or poverty, or because of a lack of availability of adequate public passenger services.

Achievements and Performance

Charitable activities

Community Transport South Lakeland has continued to deliver voluntary car scheme services throughout South Lakeland.

Financial Performance

An operating grant from the County Council, and funds generated by charitable activities, have enabled the Trustees to continue the successful operation of the car schemes.

Financial Review

Reserves policy

CTSL makes no financial commitments which exceed the reasonable commitments of funding which have been made by others to CTSL.

COMMUNITY TRANSPORT SOUTH LAKELAND

Trustees' Responsibilities in relation to the Financial Statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial period and of its surplus or deficit for the financial period. In doing so the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the Trustees


JD Train (Chairman)

22 July 2010

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COMMUNITY TRANSPORT SOUTH LAKELAND

I report on the accounts for the year ended 31st March 2010, which are set out on pages 1 to 10

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

examine the accounts under section 43 of the 1993 Act,

to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and

to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below

Independent examiner's report

In connection with my examination, no matter has come to my attention

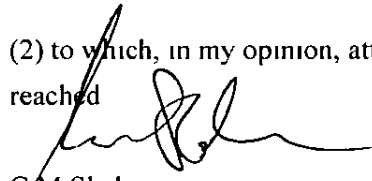
(1) which gives me reasonable cause to believe that in any material respect the requirements

to keep accounting records in accordance with section 386 of the Companies Act 2006, and

to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



C.M. Slader

20 Craig Walk

Windermere

LA23 2HB

21 June 2010

COMMUNITY TRANSPORT SOUTH LAKELAND

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST MARCH 2010

	Note	2010 Unrestricted Funds	2009 Total Funds
Incoming resources			
Incoming resources from generated funds:			
<i>Voluntary Income</i>			
Donations and Grants	3	10,828	20,494
Investment income	3	-	104
Incoming resources from charitable activities:			
Voluntary Car Scheme	3	8,060	10,178
Total incoming resources		£ 18,888	£ 30,776
Resources expended			
<i>Costs of generating funds</i>			
Costs of generating voluntary income	4	-	-
<i>Charitable activities</i>			
Voluntary Car Scheme	4	19,291	21,025
Governance costs	4	120	250
Total resources expended		£ 19,411	£ 21,275
Net incoming/(outgoing) resources before transfers		(523)	9,501
Reconciliation of Funds			
Total funds brought forward		2,634	(6,867)
Total funds carried forward		£ 2,111	£ 2,634

The statement of financial activities includes all gains and losses recognised in the year

The notes on pages 7 to 10 form part of these financial statements

All incoming resources and resources expended derive from continuing activities

COMMUNITY TRANSPORT SOUTH LAKELAND

BALANCE SHEET AS AT 31ST MARCH 2010

	Note	2010	2009
Current assets			
Debtors	9	1,345	1,143
Cash at bank and in hand		<u>1,721</u>	<u>2,636</u>
		3,066	3,779
Creditors:			
Amounts falling due within one year	10	<u>955</u>	<u>1,145</u>
Net current assets / (liabilities)		<u>2,111</u>	<u>2,634</u>
Total assets less current liabilities		<u>£ 2,111</u>	<u>£ 2,634</u>
The funds of the charity:			
Unrestricted funds		<u>2,111</u>	<u>2,634</u>
Total charity funds		<u>£ 2,111</u>	<u>£ 2,634</u>

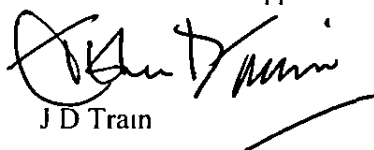
These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006


For the financial year ended 31 March 2010 the Company was entitled to exemption from audit under section 477 (2) of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476

The Trustees acknowledge their responsibilities for ensuring that the Company keeps accounting records which comply with s 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the Company

The accounts were approved by the trustees on 22 July 2010


J D Train
Trustee


P Smith
Trustee

The notes on pages 7 to 10 form part of these financial statements

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

1 Accounting Policies

a) Basis of preparation

The Financial Statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and applicable accounting standards. The principal accounting policies of the charity are as follows:

b) Incoming resources

Voluntary income including donations and grants are recognised gross where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income is only deferred where the donor has specified conditions which must be met before the charity has unconditional entitlement.

Income from charitable activities is recognised as earned (as the services are provided).

The voluntary car scheme is a project operating throughout South Lakeland where volunteer drivers use their own cars to transport passengers for a fixed mileage charge to cover their expenses.

Investment income is recognised on a receivable basis.

c) Donations and voluntary income

The value of services provided by volunteers is not incorporated into these financial statements.

Gifts in kind, where they are capable of financial measurement, are included in the accounts at their estimated valuation.

d) Resources expended

Expenditure is incurred when a liability is incurred.

- Costs of generating funds are those costs incurred in attracting voluntary income.

- Charitable activities include expenditure associated with the delivery of services.

- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

e) Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Office Equipment	4 Years
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f) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

g) Pensions

The company offers all employees a 5% employers contribution to their individual pension schemes (after a six month probationary period for new staff). The assets of the scheme are held separately from those of the company in an independently administered fund. Contributions payable for the year are charged in the profit and loss account.

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

3 Incoming resources

	2010	2009
Unrestricted Funds		
<i>Voluntary Income</i>		
Grants and Donations		
Donations	-	10,480
Cumbria County Council	10,828	10,014
	<u>£ 10,828</u>	<u>£ 20,494</u>
<i>Investment income</i>		
Bank Interest Receivable	-	4
PAYE online filing incentive	-	100
	<u>£ -</u>	<u>£ 104</u>
<i>Incoming resources from charitable activities</i>		
Voluntary Car Scheme		
Contract Travel	£ 8,060	£ 10,178
	<u>£ 8,060</u>	<u>£ 10,178</u>

4 Resources Expended

<i>Costs of generating funds</i>		
Support Costs	<u>£ -</u>	<u>£ -</u>
<i>Charitable activities</i>		
Voluntary Car Scheme		
Contract Travel	5,967	8,614
Support Costs	13,324	12,411
	<u>£ 19,291</u>	<u>£ 21,025</u>
<i>Governance costs</i>		
Independent Examiner's Fee	<u>£ 120</u>	<u>£ 250</u>

5 Trustees' Expenditure

Trustees' emoluments	<u>£ -</u>	<u>£ -</u>
Expenses reimbursed to the trustees.	<u>£ -</u>	<u>£ -</u>

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

6 Staff Costs	2010	2009
Employee costs during the year		
Salaries	7,320	6,547
Social security costs	131	152
Pension contributions	366	367
	<u>£ 7,817</u>	<u>£ 7,066</u>

7 Taxation

The company is exempt from taxation under the provision of Section 505 (1)(C) Income and Corporation Taxes Act 1988, subject to the requirement that the income arises from, and is applied to, charitable purposes only

8 Tangible fixed assets

	Computers, Furniture & Fittings	Total
Cost		
At 31 March 2009	11,562	11,562
Additions	-	-
Disposals <i>(see continuation of note on page 10)</i>	<u>(9,562)</u>	<u>(9,562)</u>
At 31 March 2010	<u>£ 2,000</u>	<u>£ 2,000</u>
Depreciation		
At 31 March 2009	11,562	11,562
On disposals <i>(see continuation of note on page 10)</i>	<u>(9,562)</u>	<u>(9,562)</u>
Provided in the year	-	-
At 31 March 2010	<u>£ 2,000</u>	<u>£ 2,000</u>
Net book value		
At 31 March 2010 and 2009	<u>£ -</u>	<u>£ -</u>

(Note continues on page 10)

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

8 Tangible fixed assets (continued)

Cost at 31 March 2009 consists of assets transferred from the unincorporated charity on 1st November 2004 (see Trustees Report), valued at historical cost to the unincorporated charity

These assets are now fully depreciated, and many are no longer in use. The Trustees estimate that the replacement cost of assets still in use would be approximately £2,000

Cost and accumulated depreciation have therefore been adjusted to more accurately reflect the cost of assets held by the charity. This adjustment has had no effect upon the charity's funds

9 Debtors - amounts falling due within one year

	2010	2009
Trade debtors	<u>£ 1,345</u>	<u>£ 1,143</u>

10 Creditors - amounts falling due within one year

Taxation and social security	129	48
Other creditors	826	1,097
	<u>£ 955</u>	<u>£ 1,145</u>

COMMUNITY TRANSPORT SOUTH LAKELAND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2010

Support costs	2010 Total	2009 Total
Salaries and Pensions	7,865	7,066
Rent & Service Charge	2,094	2,296
Printing and Stationery	561	312
Computer Costs	360	360
Telephone & Internet	827	646
Postage	264	218
Insurance	1,137	928
General Running Costs	-	10
Bookkeeping and Accountancy	60	575
Travel	221	-
Profit on disposal of fixed assets	(65)	-
Depreciation	-	-
	<u>£ 13,324</u>	<u>£ 12,411</u>

This analysis does not form part of the statutory accounts